

**Ashland Planning Board  
Amended Meeting Minutes  
Wednesday, April 4, 2018**

CALL TO ORDER: Susan MacLeod, Chair of the Ashland Planning Board, called the meeting to order at 6:31 PM.

MEMBERS PRESENT: Members present were Mardean Badger, Susan MacLeod and Leigh Sharps.

OTHERS PRESENT: Others present was Kathleen DeWolfe.

DISPOSITION OF MINUTES

The Planning Board reviewed the minutes of their Wednesday, March 28 meeting. Leigh Sharps made a motion to accept the minutes as amended. Mardean Badger seconded the motion. The motion passed.

NEW BUSINESS

The Yvonne Downes Home Occupation Decision for property at 6 Mill Pond Lane (TML 017-005-003) in the Rural Residential Zone is under Administrative Appeal. The Selectboard at a recent meeting decided not to “override” the Planning Board decision (Board of Selectmen minutes dated April 2, 2018).

The Planning Board is requesting a Land Use Legal Assistant to assist the Planning Board, the Zoning Board of Adjustment and the Conservation Commission. The next steps are to draft a formal proposal for the position, a job description, hours of employment and rate of pay. A source of revenue needs to be determined to support the position. The Board will contact other towns who have hired a Land Use Legal Assistant. The Planning Board will approach the Town Administrator inquiring how to advertise this position.

The Master Plan needs revising and updating. The Housing and Transportation chapters need to be reviewed and current data used to update the chapters.

A motion was made and seconded to adjourn. The motion passed. The meeting adjourned at 7:30 PM.

*Minutes submitted by Paula Hancock*